

IN THE BOARD OF COMMISSIONERS OF THE
HOMES FOR GOOD HOUSING AGENCY, OF LANE COUNTY OREGON

ORDER 26-29-09-01H

In the Matter of Approving Joint Order of the
Board of Commissioners & Local Contract
Review Board Amending Federal Public
Contracting Rules for Homes for Good
Housing Agency

WHEREAS, in 2018, the Housing and Community Services Agency of Lane County, Oregon (Homes for Good) adopted its own Federal Grant Procurement Policy (Rules); and

WHEREAS, in 2025 the Federal Acquisition Regulatory Council amended 48 CFR 2.101 to adjust acquisition-related thresholds for inflation; and

WHEREAS, the Homes for Good Board of Commissioners and the Homes for Good Local Contract Review Board agree that these amendments to the Code should be reflected in the Homes for Good's Rules.

NOW IT IS HEREBY ORDERED:

1. **Findings.** The findings set forth in the recitals, above, are hereby adopted as support for the amendments to the Homes for Good's Public Contracting Rules.
2. **Amendments.** The following identified subsections of Homes for Good Federal Grant Procurement Policy adopted by Order 23-25-01-01H Section 3 are hereby amended as follows:

- a. Section 5.1, Micro Purchases, is amended to read as follows:

"Micro Purchases. Purchases of less than \$15,000 (or \$2,000 in the case of acquisitions for construction subject to the Davis-Bacon Act), also known as Micro Purchases, may be awarded without soliciting competitive quotes, provided the quote is considered reasonable. To the greatest extent feasible, and to promote competition, Micro-Purchases should be distributed among qualified sources."

- b. The first paragraph of Section 5.2, Small Purchase Procedures, is amended to read as follows:

"Small Purchase Procedures. For any amounts above the Micro Purchase threshold, but not exceeding \$350,000, the Agency may use small purchase procedures. Under small purchase procedures, the Agency shall obtain a reasonable number of quotes (preferably three). Quotations for Small Purchases (QSP), or quotes, may be obtained orally (either in person or by phone),

by fax, in writing, through e-procurement, or by any other reasonable method.”

- c. Section 5.3, Sealed Bids, is amended to read as follows:

“Sealed Bids. Sealed bidding, also known as Invitation for Bids (IFB), shall be used for all contracts that exceed the small purchase threshold and that are not competitive proposals or non-competitive proposals, as these terms are defined in this Policy. To conduct an IFB, the Agency publicly solicits bids and awards a firm, fixed-price contract (lump sum or unit price) to the responsive and responsible bidder whose bid, conforming with all the material terms and conditions of the IFB, is the lowest in price. Sealed bidding is the preferred method for procuring construction, supply, and non-complex service contracts that are expected to exceed \$350,000.”

- 3. Continued Effect.** All unamended provisions of Order 24-24-01-04H, and all rules adopted thereby, shall remain unchanged and in full force and effect.
- 4. Purchasing Authority.** Spending authority for Homes for Good contracts is hereby delegated to the Executive Director or designee, as listed below:

PURCHASE LIMIT CHANGES		
Position	Previous Purchase Limit	New Purchase Limit
Executive Director	\$7,500	\$20,000

APPROVAL LIMIT CHANGES		
Position	Previous Contract Limit	New Contract Limit
Board of Commissioners	Over \$150,000	Over \$250,000
Executive Director	\$150,000	\$250,000

Classified staff shall only exercise delegated spending authorities for programs under their supervision.

Payments over \$20,000 require the signature of the Executive Director (or Acting ED in their absence) and the Deputy Director.

Delegated spending limits apply to all Homes for Good contracts, public contracts and otherwise. Amendments to such contracts remain within the signer’s authority, up to a total contract amount of 125% of the signer’s spending authority.

These delegated spending limits extend to interim/acting staff members, in the absence of the classified staff member.

DATED this 30th day of September, 2026.

Larissa Ennis

Larissa Ennis (Sep 30, 2026 15:19:23 PDT)

Chair Board of Commissioners

ATTEST:

JA

Secretary Board of Commissioners

Larissa Ennis

Larissa Ennis (Sep 30, 2026 15:19:23 PDT)

President Local Contract Review Board

ATTEST:

JA

Secretary Local Contract Review Board